



COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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IN REPLY PLEASE

REFER TO FILE: **FM-0**

March 24, 2005

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**AWARD CONSULTANT SERVICES AGREEMENTS
AS-NEEDED BIOLOGICAL/ECOLOGICAL SERVICES
ALL SUPERVISORIAL DISTRICTS
3 VOTES**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Award and authorize the Acting Director of Public Works, or his designee, to execute consultant services agreements to EDAW, Incorporated, for a total not to exceed fee of \$1,500,000, and BonTerra Consulting, for a total not to exceed fee of \$1,500,000 over an initial two-year term for as-needed biological/ecological services, with two one-year renewal options to be exercised by the Acting Director.
2. Delegate authority to the Acting Director to renew these contracts for the two one-year renewal options, if, in the opinion of the Acting Director/Director, renewal is warranted.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Periodically, Public Works requires the services of biologists and ecologists to perform certain functions and studies. This expertise and experience is not presently available within Public Works. The biological and ecological services to be provided through these agreements will support watershed management objectives and the

implementation of watershed management projects. These services will also support the acquisition of various regulatory clearances.

Implementation of Strategic Plan Goals

Awarding these agreements will meet the County Strategic Plan Goal of Organizational Effectiveness because the expertise and experience to perform the required services are not currently available at Public Works.

FISCAL IMPACT/FINANCING

The total maximum cost to Public Works for each consultant service contract is \$1,500,000 and \$3,000,000 maximum for both. The contracts provide for an initial term of two years, with two one-year renewal options. We anticipate that the contracts will be utilized mainly for flood activities. Should an unanticipated need arise in other Public Works funds, we will finance these services from the appropriate fund source. Total expenditures for these contracts will not exceed the maximum amount authorized by the Board.

For Fiscal Year 2004-05, approximately \$300,000 is available in the Flood Fund to finance current year needs. In subsequent fiscal years, financing will be made available through the budget process for the Public Works' Fund that requires the as-needed service.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard agreement, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for award of these agreements, both firms are willing to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

Both firms are in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

ENVIRONMENTAL DOCUMENTATION

A finding of environmental impact is not required for the award of these consultant services agreements. Any project that may be proposed as a result of these services will undergo the appropriate environmental review.

CONTRACTING PROCESS

On December 2, 2004, Public Works sent out Requests for Proposals for as-needed biological/ecological services. The proposals were sent to 28 firms and listed on the Office of Small Business website. On December 15, 2004, we received 12 proposals for evaluation.

The proposals were evaluated by a committee consisting of three members from Public Works. Based on the proposals submitted, the committee found EDAW, Incorporated, and BonTerra Consulting as the most qualified firms to provide the services. The evaluation was based on technical expertise, proposed work plan, experience, personnel qualifications, and understanding of the work requirements. The selection was done without regard to race, creed, color, or gender.

Participation by Community Business Enterprises is encouraged through Public Works' CBE Outreach Program and the requirement that consultants demonstrate their good faith efforts to utilize CBEs. EDAW, Incorporated, and BonTerra Consulting are aware of our CBE Outreach Program, and their proposed CBE participation are on file with Public Works.

The recommended agreements with EDAW, Incorporated, and BonTerra Consulting will include a Cost of Living Adjustment provision in accordance with your Board policy which was approved on January 29, 2002.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There is no adverse impact on current services.

The Honorable Board of Supervisors
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CONCLUSION

Please return three approved copies of this letter to Public Works.

Respectfully submitted,

DONALD L. WOLFE
Acting Director of Public Works

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cc: Chief Administrative Office
County Counsel
Department of Public Social Services (GAIN/GROW Program)